

## Message

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**Sent:** 9/19/2017 4:09:48 PM  
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**Subject:** Action Items: September 13 Meeting

At our meeting last week, there were several action items that were identified. I thought it might be helpful to provide a list of those for reference as follows:

### BMP Compendium

1. Comments to Kristen by close of business, Tuesday, **September 26** on the materials presented by Jeremy Hansen. Focus on:
  - a. Read Me, the Introduction and Appendix A – are these three pieces understandable?
  - b. The specific BMP sheets –
    - i. Is there any information missing that you would like to see added?
    - ii. Is there information that you would recommend deleting?
  - c. Focus here on completeness of information and usefulness of the compendium. Do not focus on whether or not you agree with the definitions, terminology or efficiencies of the practices.
2. Kristen will compile comments received and send them to Jeremy by the end of the month deadline.
3. Kristen and Nicki will develop a template for workgroups to complete as we move forward with the development of the plan for members to complete if issues are found with the content of the compendium; that is, members disagree with the definitions, terminology, efficiencies, etc. or how the practices are described. Getting this information changed now is beyond the scope of Jeremy's capabilities within this project. There is certain information that we will need to fight the fight to get these practices treated a different way within the Bay Program Partnership.

### Phase 3 WIP Development Process

1. Take some time to look at this Methodology Guidance. Come to the next meeting with the following:
  - a. What is missing?
  - b. Suggestions for expansion, improvement
2. I would like to get this framework in front of the Steering Committee for their review in the October/November timeframe.

### Local Planning Goal Matrix

Following our meeting, Kristen and I have had some fun (yes, I really do mean fun) discussions with the Bay Program Office folks and the Co-Chairs of the Local Planning Group where we have some new ideas around this matrix that we want to expand upon. As a result, you won't be getting a description of the matrix as presented to you last week to share with your workgroup members for comment by the end of the month. Instead, stay tuned for an expanded discussion on this at our October meeting that will build upon what you are going to hear from our SRBC, USGS, and CBPO technical support team at the September 27 Steering Committee Meeting.

### Public Comment Review

Please go through a high level review of the public comments and the Topics from the Listening Session and put the input into the following categories:

1. Incorporate into the existing programs being considered
2. Idea for a new program
3. Common themes among commentators
4. Ideas that the Workgroup Co-chairs Team should explore further or should be presented to the Steering Committee
5. Topics needing further clarification from the discussion leader or the commentator

Deadline for submitting this list of categorization to me is **October 30**.

Thank you all for another productive meeting last week. See you all on October 12, 4<sup>th</sup> floor Training Room, RCSOB. I will be sending out an agenda and any additional meeting materials shortly.

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